

Job Readiness - Roseville Workshops for JANUARY 2009

The following workshops have been scheduled at the Roseville EDD Office, 1880 Sierra Gardens Drive, Suite 100, Roseville at the designated times. These workshops are open to anyone 18 years of age or older. For more information, call (916) 784-6111, or 774-4044. See reverse for workshop descriptions.

Instructed by Gilda Garrido of Roseville Adult School.

(MON)	(TUES)	(WED)	(THURS)	(FRI)
29 DECEMBER Job Readiness/Skills Review (9-2:30) Lunch (12-1) Successful Work Habits (2:30-4)	30 DECEMBER Job Readiness/ Applications (9-2:30) Lunch (12-1) Goal Setting/Decision- Making (2:30-4)	31 DECEMBER Instructor Holiday Independent Job Search	1 JANUARY ** OFFICE CLOSED **  NEW YEARS DAY!	2 Independent Job Search
5 Job Readiness/Skill Assessment (CASAS) (9-12) Lunch (12-1) Barriers to Employment (1-4)	6 Job Readiness/Skills Review (9-4) Lunch (12-1) Money Management/Labor Market Information (2:30-4)	7 Job Readiness/Skills Review (9-2:30) Lunch (12-1) CalJOBS Resume	8 Job Readiness/Skills Review (9-2:30) Lunch (12-1) Time Management (2:30-4)	9 Independent Job Search
12 Job Readiness/Skills Review (9-2:30) Lunch (12-1) Successful Work Habits (2:30-4)	13 Job Readiness/ Applications (9-2:30) Lunch (12-1) Goal Setting/Decision- Making (2:30-4)	14 Job Readiness/Resumes (9-4) Lunch (12-1)	15 Job Readiness/Interviewing (9-12) Lunch (12-1) Teamwork (2:30-4)	16 Independent Job Search
** OFFICE CLOSED ** MARTIN LUTHER KING DAY!	20 Job Readiness/Skills Review (9-4) (CASAS) (9-12) Lunch (12-1) Money Management/Labor Market Information (2:30-4)	21 Job Readiness/Skills Review (9-2:30) Lunch (12-1) CalJOBS Resume	22 Job Readiness/Skills Review (9-2:30) Lunch (12-1) Time Management (2:30-4)	23 Independent Job Search
26 Job Readiness/Skills Review (9-2:30) Lunch (12-1) Successful Work Habits (2:30-4)	27 Job Readiness/ Applications (9-2:30) Lunch (12-1) Goal Setting/Decision- Making (2:30-4)	28 Job Readiness/Resumes (9-4) Lunch (12-1)	29 Job Readiness/Interviewing (9-12) Lunch (12-1) Teamwork (2:30-4)	30 Independent Job Search